

Memorandum

JE Fuller/ Hydrology & Geomorphology, Inc.

MEETING DATE: April 16, 2009

MEETING TIME: 9:00AM – 11:00AM

MEETING LOCATION: Flood Control District of Maricopa County
2801 W. Durango Street
Phoenix, AZ 85009

DISTRIBUTION: Meeting Attendees

FROM: W. Scott Ogden, P.E. - JEF

**RE: Maricopa County Multi-Jurisdictional Multi-Hazard Mitigation Plan
2009 Update**

ATTENDEES:

Tom Abbott	City of Tempe
Meredith Bond	Maricopa County
Tom Christmas	Fort McDowell Yavapai Nation
Sonny Culbreth	City of Litchfield Park
Gil Damiani	City of Mesa
Mike DeBenedetto	City of Phoenix
Pat Farmer	Town of Carefree
Mike Fuslo	City of Peoria
Michael K. Gease	Flood Control District of Maricopa County
Bob Hansen	City of Tolleson
Cristina Herrera	Maricopa County
Dewey Horton	Town of Buckeye
Glenn Jones	City of Peoria
Lorenzo Jones	City of Scottsdale
Bob Lee	Town of Paradise Valley
Warren Leek	Maricopa County
Ronnie Miller	Town of Wickenburg
Tim Murphy	Flood Control District of Maricopa County
Chris Ochs	City of Glendale
Patrick O'Toole	Salt River Project
Harry Parsi	Town of Gila Bend
Cliff Puckett	Salt River Pima-Maricopa Indian Community
Darrell Rezendes	Town of El Mirage
Randy Roberts	Town of Fountain Hills
John J. Rose	Maricopa County Department of Transportation
Debra Sheff	City of Glendale
Art Snapp	City of Avondale
Adam Stein	Town of Cave Creek
Julie Symopoulos	Maricopa County
Jeri Todd	City of Phoenix
Mitch Wagner	Maricopa County
Marc Walker	City of Chandler
Ken Waters	National Weather Service
Tom Abbott	City of Tempe
Meredith Bond	Maricopa County

Consultants:

Mike Kellogg JE Fuller/ Hydrology & Geomorphology, Inc.
W. Scott Ogden JE Fuller/ Hydrology & Geomorphology, Inc.

AGENDA

- 1. HOMEWORK STATUS**
 - 2. HAZARD PROFILE MAPPING DATA**
 - 3. CAPABILITY ASSESSMENT REVIEW/UPDATE**
 - 4. PLAN MAINTENANCE PROCEDURES REVIEW/UPDATE**
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DISCUSSION

Agenda Item 1:

- Public Involvement: First Phase: S. Ogden reviewed the public notification methodologies that were decided by the MJPT in previous meetings. Template documents were distributed to the MJPT on 4/13/09 with instructions for each jurisdiction to:
 - Place a notice of the MJHMP Update on their website with a link to the county website.
 - Publish a notice of the MJHMP Update in their local newspaper.
- S. Ogden informed the MJPT that each jurisdiction needs to send him the following regarding their public notification:
 - Link to their website posting
 - Copy of the newspaper article or scanned files of the banner page and page on which the notice appears.
- S. Ogden provided a printed status update sheet that listed each jurisdiction's status for submittal/completion of the following:
 - PI website posting
 - PI newspaper notice
 - Receipt of CPRI files
 - Local team list
 - Mitigation hazard list
 - Jurisdictional Boundary confirmation
 - Logo
 - Asset inventory information
- S. Ogden discussed each item and the importance of meeting the data submittal deadlines.

Agenda Item 2:

- S. Ogden presented the data that will be used in the Vulnerability Assessment component of the plan update. The hazard classification distribution (High, Medium, or Low) for each dataset was presented and discussed. The following hazard datasets were presented:

- Dam Failure
- Drought
- Extreme Heat
- Fissure
- Flooding
- Levee Failure
- Subsidence
- Severe Wind
- Wildfire

Agenda Item 3:

- S. Ogden outlined the five primary purposes of the Capability Assessment component of the plan update:
 - Identify legal and regulatory capabilities of each jurisdiction.
 - Identify administrative and technical resources of each jurisdiction.
 - Identify community fiscal capabilities.
 - Assess mitigation capability of each jurisdiction's departments.
 - Summarize past mitigation activities and projects with the five-year period since the plan adoption.
- S. Ogden proposed that the Table 8.1 in the current plan be revised to a new format that was presented at the meeting. The MJPT concurred with the proposed change.
- S. Ogden proposed that Table 8.4 in the current plan be dropped from the updated plan. The MJPT concurred with dropping Table 8.4 from the updated plan.
- S. Ogden requested each Jurisdiction provide updated information for Tables 8.1 through 8.3 in the current plan. The updated information will be incorporated into the updated plan.
- S. Ogden requested that each jurisdiction provide/list the major mitigation activities/projects that were performed over the last planning cycle (5 years). JEF will provide a template document for use by the MJPT.

Agenda Item 4:

- S. Ogden reviewed the maintenance requirements as outlined in the current plan (Section 9.1) which include:
 - Annual review of the plan by each Jurisdiction
 - Preparation of annual summary review memorandums
- S. Ogden reviewed the required plan procedures as outlined in Section 9.2 of the current plan.
 - The MJPT was asked to self-evaluate their compliance of Section 9.2 since the plan adoption.
- S. Ogden reviewed the required plan procedures as outlined in Section 9.3 of the current plan.
 - The MJPT was asked to self-evaluate their compliance of Section 9.3 since the plan adoption.

- C. Herrera proposed that the updated plan include language that states each Jurisdiction will present the updated plan to their local Board of Supervisors or other governing body only if a major update to the Plan is proposed.
- C. Herrera proposed that the MJPT convene every November to review the plan. MCDEM will take the lead in re-convening the MJPT for the annual review and will work with ADEM on the format for review results to be submitted to ADEM.

ACTION ITEMS:

1. Each Jurisdiction was asked to complete their public involvement component of the plan. They were asked to send S. Ogden the following:
 - a. Link to their jurisdiction website posting of the plan update
 - b. Copy of the newspaper article or other source used for the public notice of the plan update.
2. Each Jurisdiction was asked to review the information in Tables 8.1 to 8.3 in the current plan and submit revised information to S. Ogden.
3. C. Herrera will submit a write-up outlining the revised plan maintenance discussion that will compose Section 9.2 in the updated Plan.
4. S. Ogden will drop Table 8.4 for the updated plan.
5. Each Jurisdiction must submit their completed Asset Inventory sheets to S. Ogden by April 27th.
6. Each Jurisdiction must submit their revised Capability Assessment (Section 8) tables to S. Ogden by May 14th.
7. Each Jurisdiction must submit their list of mitigation activities that have occurred since the plan adoption by May 14th.

Next Meeting

May 14, 2009
9am to 11am
Maricopa County Department of Transportation
Adobe Conference Room
2901 W. Durango, Phoenix